

**28122**  
**ADOPTED - BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**JUNE 20, 2007**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508**  
**County of Cook and State of Illinois**

**EMERGENCY APPROVAL**  
**PRINTING, DUPLICATION, AND MAILING SERVICES**

**InnerWorkings, Inc.**

**THE CHANCELLOR**

**REPORTS**

that there is a need for reproduction and mass mailing services for printing and assembling the Academic Affairs annual mass mailing to graduating seniors (Class of 2007) of the Chicago Public Schools; and

that comparative pricing was solicited and reviewed and the lowest bidder was InnerWorkings, Inc. in the amount of \$10,000.00; and

that due to a request from the college presidents for extra copies of the "Success Starts Here" flyer as well as the addition of more content (pages) in the mailing, a payment ratification is requested in the amount of \$3,922.00 for the first mailing that was completed on June 4, 2007; and

that an opportunity to work in conjunction with Chicago Public Schools to undertake a more extensive direct marketing campaign to potential students (CPS classes of 2006 - 2003, including some highly segmented and targeted lists) as part of a broader marketing strategy designed to increase Fall 2007 enrollment was developed very quickly and emergency approval is sought to utilize InnerWorkings to complete mailers in late June 2007 and late July 2007; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced printing, duplicating and mailing services opportunity and has determined that InnerWorkings request for wavier from the Board approved Participation Plan be approved.

**THE CHANCELLOR**

**RECOMMENDS**

that the Board of Trustees approve the issuance of a purchase order to InnerWorkings in the amount of \$42,078.00 to provide reproduction services for the Chicago Public Schools direct marketing campaign and ratify the payment of \$3,922.00 for the mailing done on June 4, 2007 bring the total amount to \$46,000.00.

**FINANCIAL:**

\$19,200.00 - FY07 Education Fund 00003-0015505-00031-0000000-542100  
\$22,878.00 - FY08 Education Fund 00003-0015505-00031-0000000-542100  
\$ 3,922.00 - FY07 Education Fund 00003-0015505-00031-0000000-542100

Respectfully submitted,

Wayne D. Watson, Ph.D.  
Chancellor

June 20, 2007 Academic Affairs /Development- District Office